

PUBLIC SERVICE AWARDS PROGRAMS
1960-61

1. ROCKEFELLER PUBLIC AWARDS
Dr. Otto E. Guthe, ORR, nominated by DCI on 14 September 1960.
Announcement of award winners in early 1961.
2. NATIONAL CIVIL SERVICE LEAGUE CAREER SERVICE AWARDS
 - a. 3 candidates from DDI to be considered by Council on 14 Nov 1960
 - b. Nominations from DCI to League by 5 Dec 1960
3. ARTHUR S. FLEMING AWARD
 - a. 2 candidates from DDI to be considered by Council on 14 Nov 1960
 - b. Nominations from DCI to Award Committee by 1 December 1960
4. FEDERAL WOMAN'S AWARD
 - a. 2 candidates to be considered by Council on 14 Nov 1960
 - b. Nominations by DCI by 9 Dec 1960
5. WILLIAM A. JUMP MEMORIAL AWARDS
 - a. No nominations made by Deputy Directors
 - b. Ltr from DCI stating no nominations by 2 February 1961
6. NATIONAL CAPITAL AWARD
 - a. Purpose of award - special recognition during Engineers week of achievements in fields of architecture, engineering and applied sciences by young people. Age requirements - 35 years or younger.
 - b. [REDACTED] Office of Logistics, was nominated by DCI last year and was selected as the architect to receive the National Capital Award. Award presented at a luncheon on 25 February 1960.
 - c. Announcement for 1960-61 award program has not been received.
Deadline date for nominations is usually early February.

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PROCEDURES FOR SELECTION OF CANDIDATES
FOR NON-CIA CIVILIAN AWARDS

1. On 23 May 1957 Career Council recommended and the DDCI approved:
 - a. Agency participate within appropriate standards of security in programs of awards to federal employees for outstanding service;
 - b. Director of Personnel be responsible for administration of these programs;
 - c. Deputy Directors nominate candidates and Career Council review nominations and make its recommendations to the DCI.
2. Procedure for selection ^{of} candidates for non-CIA awards was discussed at Career Council meeting on 23 January 1958. It was agreed that Council ~~should~~ consider nominations of candidates for non-CIA civilian awards early each fall and make nominations to the Director in October each year.
3. Suggestions for handling non-CIA awards programs next year
 - a. Rockefeller Public Service Awards Program
 - (1) Send announcement to members of Personnel Development Board.
 - (2) Nominations made by Board to be considered at meeting of Deputies or by Career Council, depending upon deadline for submission of nominations. It is usually difficult to have a Council meeting in August.
 - b. Other Public Service Annual Awards Programs
 - (1) Send out chart with general data on all non-CIA awards programs to members of the Personnel Development Board. This chart would include purpose of program, criteria for selection, etc., (based on previous announcements - this information does not usually change much from year to year). Send copies of announcements of each program

to members of Personnel Development Board when Director of Personnel receives them. (Announcements come in usually in Aug, Sept and Oct.)

- (2) The Personnel Development Officer in each major component will solicit nominations for all these programs from offices and staffs in the major component as appropriate. The Office of Personnel will furnish the Personnel Development Officers with copies of the chart to distribute - it is not necessary to send a copy of the announcement of a program to every office. We often cannot get enough copies of announcements for wide distribution, so the Office of Personnel or Deputies have to duplicate announcements or prepare digests of information to send to the "troops". By sending out ^{new} charts of all programs early in the fall we cut down on paper work for all concerned and save the time of Deputies and Operating Officials.
- (3) The Personnel Development Board will screen nominations and recommend to the Career Council candidates for major programs (National Civil Service League, Flemming Award and possibly Woman's Award). The Council will consider candidates for these major awards programs simultaneously, possibly at its November meeting and make its recommendations to DCI.
- (4) Nominations for Engineers award, accountants' award, Jump Award (administrative personnel under age 37) and other awards given for competency in special fields should be handled by Personnel Development Board and Deputy Director concerned.